

**DETROIT LAND BANK AUTHORITY**  
**BOARD OF DIRECTORS MEETING**  
**GUARDIAN BUILDING**  
**500 Griswold • Detroit, Michigan 48226**  
**(Executive Board Room – 6<sup>th</sup> Floor)**

**Tuesday, December 18, 2018**  
**11:00 AM**

**MINUTES**

**PRESENT:** Erica Ward Gerson  
Richard Hosey  
Patricia Pernell-Shelton  
Carol Walters

**ABSENT:** N/A

**OTHERS PRESENT:** Public, DLBA Staff

**CALL TO ORDER**

Board Chair, Erica Ward Gerson called the December 18, 2018 meeting to order at **11:04 a.m.**

**ROLL CALL**

Board Chair, Erica Ward Gerson called roll. Three of four members were present, and a quorum was met. Member Hosey arrived at **11:23 a.m.**

**ADOPTION OF THE AGENDA**

Board Chair Erica Ward Gerson called for a Motion to approve the agenda. **Motion by Member Pernell-Shelton to approve the agenda. Supported by Member Walters. MOTION APPROVED.**

**REVIEW AND APPROVAL OF MINUTES**

Board Chair Erica Ward Gerson called for a motion to approve the November 13, 2018 Board of Directors meeting minutes. **Motion by Member Walters for approval of minutes. Supported by Member Pernell-Shelton. MOTION APPROVED.**

**PUBLIC COMMENT**

Board Chair Erica Ward Gerson opened the floor to public comment.

- **John Lauve** stated that he had reviewed the audit report and commented that he does not believe that our assets meet the accounting standards since some of the properties are “worthless”. Mr. Lauve also commented that it would be nice to see a plan or process in place to identify all of our inventory and mark them with notices.
- **Joanne Warwick**, Detroit resident, disagreed with Mr. Lauve’s suggestion to post notices on property. Ms. Warwick also stated that she would like to see adequate Community engagement in her neighborhood.

- **Neil Cooper**, Detroit resident, stated that he had placed an offer on a property in April of this year and has not received a response. Board Chair Ward Gerson requested that Mr. Cooper provide staff with detailed information about the property along with his contact information to help resolve the issue.

## **EXECUTIVE DIRECTOR REPORT**

Saskia Thompson, Executive Director informed members that due to Darnell Adam's departure, Robbie Linn would take on the role of Interim Director of Inventory. Ms. Thompson also reported that she has held internal department meetings with the DLBA staff and is using the feedback received to create an overall workplan for the organization.

## **STAFF REPORTS**

### **Inventory**

Robbie Linn expressed excitement to be in his new role and stated that he is currently focusing on the title process and working with departments to foster broad based strategies.

## **STANDING COMMITTEE REPORTS**

### **Finance and Audit**

Member Hosey reported that the Committee is without a Board member and did not meet.

### **Project Review**

Member Pernell-Shelton reported that the Projects Committee met last week and reviewed upcoming projects.

### **Community Engagement**

Member Pernell-Shelton reported that the Committee met last week and discussed plans for the upcoming year. Member Pernell-Shelton also reported that the Operations department is working with the Client Services team to implement a new phone tree process and will report back next year.

## **TREASURER'S REPORT**

Irene Tucker, CFO, reviewed the November 31, 2018 financials to the group and discussion ensued. Ms. Tucker reported that the FY2020 budget and the five-year plan for the operating budget has been submitted to the City of Detroit and we are awaiting a response in January 2019.

## **NEW BUSINESS**

### **a. Resolutions**

**12-01-2018 R RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH ARM PROPERTY MAINTENANCE, INC.** Erica Ward Gerson provided background. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

**12-02-2018 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH ON THE MARK CONTRACTORS, LLC.** Erica Ward Gerson provided background. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

**12-03-2018 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH ENVIRONMENTAL MAINTENANCE ENGINEERS, INC.** Robbie Linn, Interim Inventory Director, Irene Tucker, CFO and Saskia Thompson,

Executive Director provided background. **Motion by Member Walters to approve resolution. Supported by Member Pernell-Shelton. MOTION UNANIMOUSLY APPROVED.**

**12-04-2018** RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH DETROIT WALL STREET PROPERTIES, LLC. Erica Ward Gerson provided background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

**12-05-2018** RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AMENDMENT TO AN EXISTING SERVICES AGREEMENT WITH GTJ CONSULTING, LLC. Erica Ward Gerson provided background. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED.**

**12-06-2018** RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE AGREEMENT WITH MARY SUE LEGG. Doug Parker, Principal Attorney, provided background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION APPROVED.**

**12-07-2018** RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE AGREEMENT WITH SINGING TREE GARDEN, LLC. Doug Parker, Principal Attorney, provided background. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED.**

**12-08-2018** RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE AGREEMENT WITH HARRY AND GENEVA CACOK. Reginald Scott, Director, Disposition provided background and stated that this property was previously listed and unsuccessful on Auction. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED.**

**12-09-2018** RESOLUTION APPROVING EXECUTIVE DIRECTOR TO ENTER INTO PURCHASE AGREEMENT WITH ANDREW AND ERIN ROHR. Doug Parker, Principal Attorney, provided background. **Motion by Member Pernell-Shelton to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

**12-10-2018** RESOLUTION APPROVING A SERVICES AGREEMENT AND ITS AMENDMENT WITH VISIONSOFT INTERNATIONAL, INC. Kelley Singler, Director Administration & Operations provided background. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

Board Chair Erica Ward Gerson called for a Motion to enter Closed Session. **Motion by Member Hosey. Supported by Member Walters.**

Board Chair Ward Gerson called roll for the vote of each Board Member to go into Closed Session. Each of the four (4) members voted yes to move into closed session. **MOTION UNANIMOUSLY APPROVED.** Board Chair Erica Ward Gerson **moved to Closed Session at 11:32 a.m.**

#### **CLOSED SESSION**

Permitted purposes of closed session were "to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation" as permitted in MCL 15.268(e); and "to consider material exempt from discussion or disclosure by state or federal statute," specifically Section 13(1)(g) of Michigan's Freedom of Information Act, which protects the attorney-client privilege, as permitted in MCL 15.268(h).

**Return to open session at 12:40 p.m.**

After Closed Session ended, the Board returned to **NEW BUSINESS** and **Resolutions:**

**12-11-2018 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SETTLEMENT AGREEMENT.** General Counsel provided background on the lawsuit and the settlement. The board asked questions and deliberated. **Motion by Member Hosey to approve resolution. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.**

**12-12-2018 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A SETTLEMENT AGREEMENT.** General Counsel provided background on the proposed settlement. The board asked questions and then discussed. **Motion by Member Walters to approve resolution. Supported by Member Hosey. MOTION UNANIMOUSLY APPROVED.**

#### **ADJOURNMENT**

There being no further business, Board Chair Ward Gerson called for a **Motion to adjourn. Motion by Member Hosey to adjourn the meeting. Supported by Member Walters. MOTION UNANIMOUSLY APPROVED.** The meeting was adjourned at **12:45 p.m.**